GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – MA&UD Department – Repalle Municipality - Allegation of misappropriation of Municipal funds against Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality - Departmental Proceedings under Rule-20 of Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991 - Article of charges - Issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (Vig.II) DEPARTMENT

G.O.RT.No. 1348 **Dated: 27-11-2025**

Read the following:-

1. From the C&DMA., A.P., Vaddeswaram, Letter. Roc.No.2835/2011/C1, Dated, 13.07.2023, 05.01.2024 & 13-10-2025.
2. G.O.Rt.No.1345, MA&UD (Vig.II) Dept., dated.27.11.2025.

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O R D E R:

It is proposed to hold an enquiry against Smt. G. Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality in accordance with the procedure laid down in Rule 20 of the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991.

2. The statement of articles of charges and substance of the imputations of misconduct or misbehavior in respect of which the inquiry is proposed to be held is set out in the enclosed Annexure I & II. A list of documents by which and a list of witnesses by whom, the articles of charges proposed to be sustained are also enclosed in Annexures III & IV.

3. Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality is directed to submit her written statement of defense within 10 days from the date of receipt of this order.

4. Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality is informed that an inquiry will be held only in respect of those articles of charges as are not admitted. She should, therefore, specifically admit or deny each article of charge.

5. Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality is further informed that if she does not submit her written statement of defence on or before the date specified in para 3 above, further action will be processed based on the material available.

(P.T.O)

6. Attention of Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality is invited to Rule - 24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964, under which no Government Servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further her interest in respect of matters pertaining to her service under the Government. If any representation is received on her behalf from another person in respect of any matter dealt within these proceedings it will be presumed that above said Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality is aware of such a representation and that it has been made at her instance and action will be taken against her for violation of Rule-24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964.

7. The Commissioner & Director of Municipal Administration, A.P., Vaddeswaram is requested to serve the charge memo to the charged officer along with copies of documents as per Annexure-III and furnish the dated acknowledgement. If dated acknowledgement is not received in the stipulated time, he is requested to propose for initiation of disciplinary action against the responsible official and furnish the draft articles of charges against them without any delay.

8. The receipt of the G.O. may be acknowledged.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

S. SURESH KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT

To
Smt. G.Hema Kumari, the then Record Assistant & Shroff (i/c), Repalle Municipality and presently working as Record Assistant, Municipal High school, Repalle Municipality - through the C&DMA, A.P., Vaddeswaram.
The Commissioner & Director of Municipal Administration, A.P., Vaddeswaram.
(With a request to serve the Charges and furnish the SC/WSD to Govt.)
SF / SC.

//FORWARDED BY ORDER//

SECTION OFFICER.